

**Town of Lyman
Select Board Regular Meeting Minutes
Monday May 5th, 2025 – Lyman Town Hall**

These are summary minutes in nature only and a full video recording of the proceeding is available to view on our YouTube channel at <https://www.youtube.com/@LymanTownHall/streams> or visit our website: <https://lyman-me.gov/committees/board-of-selectmen/agenda-and-minutes/>

Selectboard members present: Jessica Picard, Victoria Gavel, Joseph Wagner, Amber Swett, David Alves (Via Zoom)
Selectboard members absent: none

EXECUTIVE SESSION

- 1 M.R.S.A §405 (A) Discussion regarding personnel matters
- 1 M.R.S.A §405 (E) Discussion regarding consultations with legal counsel

Amber Swett – Motions to go into executive session per 1 M.R.S.A §405 (A) Discussion regarding personnel matters and 1 M.R.S.A §405 (E) Discussion regarding consultations with legal counsel.

Victoria Gavel – Seconds the motion. Motion passes: 5-0-0

Victoria Gavel – Motions to come out of executive session.

Joseph Wagner – Seconds the motion. Motion passes: 5-0-0

ITEM #1 **SPECIAL OFFERS/ PRESENTATIONS**

ITEM #2 **HEARING OF DELEGATIONS / PUBLIC INPUT**

- a. *Public Input – Public in attendance will have up to 5 minutes to address the Board. Please use the podium to address the board and please be respectful of others*
Michelle Felicitti – Thank you to the Select Board for continuing to support Candidate’s Night.
- b. Mail •York County Sheriff Bulletin

ITEM #3 **UNFINISHED BUSINESS**

- a. Franchise Agreement, Updates if any – No new updates.
- b. Discussion - public comment procedures, requesting agenda placement and managing Q&A.
Discussion adding “The Board may not be able to respond to inquiries during public comment; if you wish to be placed on a future agenda, please contact the Town Manager.” Jessica Picard asks to change “inquiries” to “Q & A” so that it clarifies that the Board may not answer questions. Other discussion that the Board may not be able to answer questions if they are not prepared and it should be an agenda item. Also, that prior Boards talked a lot in between meetings and this board doesn’t really do that. David Alves suggests that should also be included as part of onboarding for new members.
- c. Planning Board – Review/Approve Bylaws & Mission Statement
David Alves suggests keeping the suggestions from the Town Manager and to also modify the opening statement so it sets a better tone and does not seem as aggressive. He suggests the Planning Board make efforts to guide applicants during the Site Plan Review Process. Joseph Wagner suggests removing from the intro language “the burden of proof is on the applicant” and add “Planning is a mutually collaborative process between the Planning Board and the applicant. The Board is responsible for the accurate and reasonable application of the Lyman ordinances and for providing guidance to applicants in the interpretation of the ordinances. The applicant is responsible for providing the information necessary for compliance to the Lyman ordinances.”. Joseph Wagner also suggests cutting the language regarding special meetings as he was on the Planning Board before and they did not run into many circumstances that called for a special meeting. Discussed

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removing language regarding personnel as the Town Manager makes any changes to employee job description and if the Planning Board needed support or had any concerns they can contact the Town Manager. The Board agrees to send the changes to the Planning Board for review and if they have any further questions or comments, they can submit them to the Select Board.

ITEM #4

DEPARTMENT AND COMMITTEE REPORTS

a. **Fire Chief – All Hands**

Victoria Gavel updates the Board that the chief is resigning from their position, and they are currently working towards interviewing to fill the vacancy.

b. **Treasurer – Expense Report – Reviewed in agenda packet.**

ITEM #5

NEW BUSINESS

a. **Cemetery Committee – Request for Tree Removal Funds**

Discussion there is \$2,487 available for funds as well as donations collected of \$1,175 totaling the amount of \$3,662, however this does not cover the full cost of removing both trees. It's unclear which cemetery this work is for, if there are veteran gravesites involved, or if it's for the benefit of a private cemetery. The Board had questioned work being done at Chadbourne Cemetery in the past. Victoria Gavel suggests the Board set a precedent and the money should be spent to remove the trees but also suggest maybe removing one tree for now where there isn't enough funding. Jessica Picard suggests using up any remaining funds for this year if they can. The Cemetery Committee had prior confirmed they have no other items remaining to purchase for supplies for this remaining fiscal year. The Board agrees to table the item and invite the committee to come to the next meeting for further discussion.

b. **Maine Community Foundation – Received \$5,000 from Donor of Nine Wicket Funds for Bunganut**

The Town Manager applied for a grant that also works with private donors. The Town has been awarded \$5000 for improvements at Bunganut Park from a Private Donor - Nine Wicket Fund. There are some development of plans to restore the beach by bringing in sand and adding a berm and new plantings. During a DEP meeting regarding the Bunganut ramps, DEP inquired about any other projects. There was discussion if the Town could add sand to help restore the beach area and DEP confirmed it could be done with the filing of a NRPA permit. The Town Manager met with the Buildings & Grounds committee who are working to assess the park to identify other projects.

c. **Bunganut Park/YMCA updates**

The Town Manager met with the YMCA on April 28th to go over the opening of the Park. YMCA asked about allowing motorized boats. The Park does not have a large enough boat ramp to allow for large boats, but smaller motor craft could be launched and a few have been in the past. The addition of the ramps will also be placed in the boat launching areas where the public launches small craft. The Board agrees to look into having one of the ramps moved closer to the handicap parking area and to allow for small trolling motors. The YMCA also asked about food trucks if they are allowed. Currently the Town does not have any ordinances around food trucks. The Town Manager consulted with MMA that was of the opinion the Board could impose certain rules for the park if they wanted to. For now, due to limited oversight, the Board agrees not to allow food trucks/carts vendors until there can be more oversight and research. The YMCA asked for modifications of the ticket booth that include adding a counter for a workspace and if they could switch out their own door that has a window and when the season is over switch back to the existing door that's there. This poses an issue that could cause the door jamb to deteriorate. The park is still being assessed for ongoing improvements which include improving the parking area. The Board agrees to leave the booth as it is for now. The field side concession stand is being re-keyed. The Town Manager has reached out to MUSC to remove any belongings. MUSC did confirm that they have some field equipment upstairs

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and a fridge and other equipment downstairs. The board discusses the ability for committees to use the concession stand for fundraising activities that can help offset expenses.

d. Review/ Approve Annual Town Meeting Warrant

Article 48 was removed because it was a duplicate. Article 32 shows the Select Board vote as 5-0-1 but should rather be 4-0-1. Otherwise, there are no other changes. The Board agrees with the changes made to the warrant. The Architect and Civil Engineer will be at the public hearing on May 19th to provide a 3-D walkthrough of the expansion plans. They will also attend the Town Meeting to help answer questions regarding the Town Hall expansion.

Joseph Wagner – Motions to approve the warrant with the corrections.

Victoria Gavel – Seconds the motion. Motion passes: 5-0-0

ITEM #6

MINUTES

a. Review / Approve meeting minutes 04/22/2025

David Alves – Motions to approve the minutes.

Joseph Wagner – Seconds the motion.

Motion passes: 3-0-2 (David Alves, Victoria Gavel, Joseph Wagner in favor; Amber Swett, Jessica Picard abstain as they were not present at that meeting).

ITEM #7

SIGN WARRANTS

a. Payroll Warrant #48 in the amount of \$29,413.68


Amber Swett – Motions to approve. Joseph Wagner seconds. Motion passes: 5-0-0

b. Accounts Payable Warrant #49 (FY2025) in the amount of \$690,921.47

Joseph Wagner – Motions to approve. David Alves seconds. Motion passes: 5-0-0

ADJOURN

Amber Swett – Motions to adjourn. Victoria Gavel seconds. Motion passes:



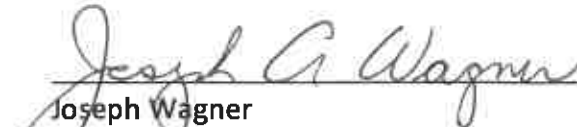
Amber Swett



Jessica Picard



David Alves



Joseph Wagner



Victoria Gavel

I, Lindsay Gagne, Town Manager of the Town of Lyman, Maine, do hereby certify that the foregoing document consisting of 3 pages are the original minutes of the Select Board Meeting dated May 5th, 2025



Lindsay Gagne

